

# ORDER FOR SUPPLIES OR SERVICES

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**IMPORTANT: Mark all packages and papers with contract and/or order numbers.**

1. DATE OF ORDER 04/21/2004		2. CONTRACT NO. (If any) DTMA195c024		6. SHIP TO: Richard H. Williams	
3. ORDER NO. TO040000819		4. REQUISITION/REFERENCE NO. See Lines		a. NAME OF CONSIGNEE DOT/Maritime Administration, MAR-614	
5. ISSUING OFFICE (Address correspondence to)  DOT/Maritime Administration, MAR-380 400 Seventh Street, SW., Room 7310  Washington DC 20590				b. STREET ADDRESS 400 Seventh Street, SW., Room 2116	
				c. CITY Washington	d. STATE DC
				e. ZIP CODE 20590	
7. TO: a. NAME OF CONTRACTOR				f. SHIP VIA	
b. COMPANY NAME Veridyne, Incorporated				8. TYPE OF ORDER	
c. STREET ADDRESS 2002 Sproul Road Suite 206				<input type="checkbox"/> a. PURCHASE REFERENCE YOUR:  Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
d. CITY Broomall		e. STATE PA	f. ZIP CODE 19008-3510	<input type="checkbox"/> b. DELIVERY - Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
9. ACCOUNTING AND APPROPRIATION DATA 04 - 965 - X4303 - 160000 - - 2696 - - - IFEQP0 - - 46500461 - - - - -				10. REQUISITIONING OFFICE DOT/Maritime Administration, MAR-614	

11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input checked="" type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input checked="" type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED				
12. F.O.B. POINT Destination		14. GOVERNMENT B/L NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)  03/26/2005	16. DISCOUNT TERMS  10 days % 20 days % 30 days % days %
13. PLACE OF				
a. INSPECTION	b. ACCEPTANCE			

## 17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)		QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	SEE LINE ITEM DETAIL						
SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.				17(h) TOT. (Cont. pages)
	21. MAIL INVOICE TO: Ruby P. McPhaul						
	a. NAME DOT/Maritime Administration, MAR-330						
	b. STREET ADDRESS (or P.O. Box) 400 Seventh Street, SW., Room 7325				\$10,000.00	17(i) GRAND TOTAL	
	c. CITY Washington		d. STATE DC	e. ZIP CODE 20590			

22. UNITED STATES OF AMERICA BY (Signature)

*Erica L. Williams*

23. NAME (Typed)  
Erica L. Williams  
TITLE: CONTRACTING/ORDERING OFFICER

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## RECEIVING REPORT

SHIPMENT	PARTIAL		DATE RECEIVED	SIGNATURE OF AUTHORIZED U.S. GOV'T REP.	DATE
NUMBER	FINAL				
TOTAL CONTAINERS		GROSS WEIGHT	RECEIVED AT	TITLE	

[illegible]

**ORDER FOR SUPPLIES OR SERVICES  
SCHEDULE - CONTINUATION**

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**IMPORTANT: Mark all packages and papers with contract and/or order numbers.**

DATE OF ORDER 04/21/2004	CONTRACT NO. DTMA195c024	ORDER NO. TO040000819
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ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	Option Year Nine  <i>Delivery Date</i> <i>Start Date</i> <i>End Date</i> 03/26/2005      03/27/2004      03/26/2005	1.00	LOT	0.000	0.00	
0002	WO-819 School Ships <i>Delivery Date</i> 03/26/2005  Reference Requisition: PROP0400050/0001	1.00	LOT	10,000.000	10,000.00	

**TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17i)** ➡ \$10,000.00

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## COMMERCIAL CLAUSES

1 FILE WO-819.RTF.DOC

APRIL 2004

Contract DTMA91-95-C-00024

Work Order: WO-0819

March 28, 2004

## STATEMENT OF WORK SCHOOL SHIP LOGISTICS SUPPORT

### GENERAL

This work order requires the contractor to perform various defined logistic tasks in support of School Ships. All work shall be carried out as required by MAR-614 Contract Technical Directives (CTD) issued by the Contracting Officer's Technical Representatives (COTR).

### TASK DESCRIPTION

The contractor shall perform or assist MARAD in performing a broad range of logistic support services supporting the RRF; which may include, but is not limited to the following:

Logistic pre-surveys, to include ship surveys, prior to inventories, validations, or logistics upgrades

Physically inspect the vessel, locate and inspect storeroom(s)

Survey quantities of bulkhead-mounted spares

Identify any special inventory requirements and procedures, including recommendations for VIDMAR cabinets

Plan special inventory and validation aid requirements

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Prepare resource estimates

Conduct shipboard inventories, validations, and logistics upgrades for specific ships

Preparation

Prepare data for inventory and validation, editing nomenclature, location, and other data to conform with standard data practices and requirements

Prepare validation and inventory aids for parts and equipment

Conduct the physical inventory and equipment validation. During the inventory, if specifically tasked by MAR-614, bring storage spaces up to standards, including, but not limited to, renumbering and repair of spare parts boxes, repair of broken hinges and hasps, paint spare parts boxes as necessary, and labeling of storage locations e.g. cabinets and boxes.

Perform post-inventory actions

Enter equipment additions, assign equipment numbers, QA data entry and equipment data for uniformity and accuracy

Affix specified bar-coded labels to parts and equipment

Prepare metal tags for bulk-head mounted spares and suitable durable barcode tags for special purpose outfitting material (OPDS, MCDS, etc.) and installed ship equipment.

Enter technical manuals, drawings, and controlled material data, QA and review data, assign Equipment Group Codes to technical manuals, and prepare all databases for MLSS load or PC-SAL installation

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Load MLSS with inventory data

Maintain and update the Master Equipment Index (MEI) in response to data obtained from equipment additions

Reproduce and translate or arrange for translation of technical manual and/or drawings titles as required

Identify translation requirements

Solicit translation services vendors as necessary to perform translation

Perform QA of translated materials and integrate with existing data in MLSS and/or PC-SAL databases

Perform PC-SAL preparation, installation, and maintenance support to include the following:

Download databases from RRF-MLSS to prepare PC-SAL, review data for anomalies, and convert databases to PC-SAL format. Build indexes and index arrays for key word searches.

Refresh existing PC-SALs to purify and purge transactions, update MARAD equipment numbers, review critically codes and system application codes, add provisioning data, and incorporate MLSS data.

Prepare the installation package, including disks, user handbook, mailers, and other materials as required

Install PC-SAL software and associated support materials (disks, user handbook, mailers) aboard ship

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Provide PC-SAL and MLSS training to ship crew, Ship Managers, MARAD Region personnel, and others in support of installation, and as requested by MAR-614

Provide additional disks, mailers, user handbooks and other materials to ships as required during PC-SAL operations

Provide PC-SAL technical support to MAR-614, Region personnel, and shipboard personnel by telephone or other means when requested

Provide support for Logistic Management Reviews (LMRs) to include preparation of aids and reports, and performance of sampling inventories of parts, controlled material, and technical documentation.

Provide support for turnover inventories to include preparation of aids and reports as specified in paragraph 3.2, and inventory assistance as requested by MAR-614.

Provide support for ship activations, deactivations, and new acquisitions to include:

For activations:

Installation support for PC-SAL when required

Controlled material breakout assistance

Provide material and support for special programs such as Chemical, Biological, Radiological Defense (CBRD).

Assist with locating parts and documentation, maintaining inventory control, and preparing reports



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Provide a ship rider to assist with supply management functions when requested by MAR-614

For deactivations:

Inventory and stow controlled material

Upload PC-SAL data for incorporation into RRF-MLSS

Secure storage boxes and storerooms

Provide support for new vessel acquisitions as directed by MAR-614.

Provide support for Special Inventories to include inventory and stowage of parts or other material, and inventories for a special purpose, such as to re-establish inventory validity.

Provide general logistics training and assist visits for storeroom organization, software and hardware installations, training, policy and procedure review and other logistic functions. This support may be provided to MAR-614, Ship Manager offices, Region offices, warehouses and facilities, ships, and other contractors as requested by MAR-614.

Prepare and maintain logistics documentation as required. Documents include (but are not limited to) the following:

Revisions to the RRF Logistics Management Manual and Reserve Fleet Operating Manual

A Handbook for management of Shore-based Spares

Prepare special reports when requested by MAR-614.

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Respond to MAR-614 requirements for efforts involving RRF Logistics Support that do not fall under any other single element listed in this work order.

The contractor will acquire computer software or hardware, attend meetings and perform travel as required for the performance of this task and as directed by MAR-614.

## **DELIVERABLES**

Upon Completion of Work defined in a Contract Technical Directive, the Action Completed section of the form shall be completed and returned to the COTR.

For turnover inventories (paragraph 2.7), prepare controlled material listing, technical manual listing, drawing listing, and spare parts inventory sampling listings for shipboard critical equipment.

Provide inventory acceptance aids for MCS inspectors during activation

Prepare weekly reports of actions accomplished during the period and submit to MAR-614.

Prepare and provide support for periodic Military Sealift Command (MSC) briefings, RRF/TRANSCOM briefings, and other briefings, meetings, and conferences based on information to be provided by MAR-614.

Prepare a monthly and quarterly performance review summary for quarterly reviews of the Contractor's performance.

Other deliverables shall be as specified in the contract Technical Directive.

**START DATE**                      **March 28, 2003**

**COMPLETE DATE**              **March 27, 2004**

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## COTR DESIGNATION

Mr. Richard H. Williams is the Contracting Officer's Technical Representative for this work order.

MARAD COTR APPROVAL:

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Richard H. Williams  
Chief, Division of Logistics Support

CONTRACTOR ACCEPTANCE:

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Donald V. Colley  
Program Manager, Veridyne, Inc.